

# **BYLAWS OF THE STATE LIBRARY COUNCIL OF FLORIDA**

## **ARTICLE I. ESTABLISHMENT AND PURPOSE**

**Section 1.** The State Library Council, hereinafter referred to as the council, is created by s. 257.02, *F.S.*

**Section 2.** Its duty is to “...advise and assist the Division of Library and Information Services on its programs and activities with planning, policy, and priorities related to the development of statewide information services.”

## **ARTICLE II. MEMBERSHIP**

**Section 1.** Members of the council shall be appointed and serve terms of office as designated by s. 257.02, *F.S.* A member whose term has expired shall continue to serve until such time as a successor is appointed.

**Section 2.** Members shall serve without compensation or honorarium but are entitled to receive reimbursement for per diem and travel expenses as provided by s. 112.061, *F.S.*

**Section 3.** The secretary may remove from office any council member for misconduct, incapacity, neglect of duty, or such other cause as provided by s. 257.02, *F.S.*

## **ARTICLE III. OFFICERS**

**Section 1.** The officers of the council, as designated by s. 257.02 (3), *F.S.*, shall be a Chair, and the State Librarian, who shall serve without voting rights as secretary of the council.

**Section 2.** The council shall elect from its membership a Chair at its first meeting of the calendar year. The Chair shall serve for a period of one year, or until a successor is elected.

**Section 3.** The duties of the Chair shall be to preside at all meetings, appoint committees, and carry out the duties generally pertaining to that office.

**Section 4.** The secretary shall keep a true and accurate record of all meetings of the council, shall issue notice of all regular and special meetings in accordance with the provisions of these bylaws and as required by law, and shall perform such other duties as are generally associated with that office.

#### **ARTICLE IV. COMMITTEES**

**Section 1.** Standing or special committees shall be appointed by the Chair, from time to time, as deemed necessary. Such committees may be comprised entirely of council members or include other interested parties.

**Section 2.** All committees shall make a progress report and/or recommendation to the council at its regular meetings.

**Section 3.** The secretary shall be, ex officio, a member of all committees.

#### **V. MEETINGS**

**Section 1.** Meetings of the council shall be held as prescribed by s. 257.02, *F.S.*, at such time and place as set forth in meeting notices.

**Section 2.** A quorum for the transaction of business shall consist of a majority of council members currently appointed. Council members participating in any meeting by teleconference, videoconference or other electronic means shall be deemed present for the purpose of determining a quorum or for voting.

**Section 3.** Each member of the council shall possess one (1) vote in matters coming before the council. Members may not vote by proxy.

**Section 4.** Members shall be expected to attend all meetings of the Council. Failure to attend two consecutive meetings, unless excused from attendance, shall constitute a resignation from the council.

#### **VI. BUSINESS BETWEEN MEETINGS**

**Section 1.** Any action required to be taken by the council, may be taken via mail, electronic mail, or telephone between meetings, if a vote setting

forth the action so to be taken, is properly recorded and so filed in the minutes of the proceedings of the council.

## **VII. PROCEDURE**

**Section 1.** The council shall be governed by the laws and policies of the state of Florida, and by these bylaws.

**Section 1.** All procedures not specified herein shall be in accord with Robert's Rules of Order, latest edition.

## **VIII. AMENDMENTS**

**Section 1.** These bylaws may be amended at any regular or special meeting by a simple majority vote of the members present if written notice has been given not less than ten (7) days prior to such.

## **IX. EFFECTIVE DATE**

**Section 1.** These bylaws shall take and be effective on and after April 28, 2017.